

**Animal Services Advisory Committee Meeting Minutes
November 6, 2014 at 12:00 Noon**

In Attendance:

James Osteen, Committee Chair, City of La Marque
Rhonda Trevino, City of Kemah
Stephen Holmes, County of Galveston
Fard Abdullah, City of Hitchcock
Sherilyn Linton, Committee Secretary, County of Galveston
Nick Finan, City of Texas City
Jonathan Given, Veterinarian
Zachary Meadows, City of Dickinson
Joe Dickson, City of Santa Fe
Mark Johnstone, City of Bayou Vista
Pege Wright, City of Clear Lake Shores

Absent:

Chris Krysher, Animal Welfare
Jerry Finch, Animal Welfare
Tom Fisher, Tiki Island

GCHD Staff:

Dr. Dana Beckham
Kathy Barroso, Chief Financial Officer
Amber Adams, MPH, Animal Services Manager
Holly Copeland, Accounting Manager
Hill Olson, JD, Compliance Auditor

Mr. Osteen welcomed all and a quorum was certified.

Item # 1 ACTION Agenda

Mr. Abdullah made a motion to approve the agenda. Ms. Linton seconded the motion and the agenda was unanimously approved by the Committee.

Item #2 ACTION Excused Absence(s)

There were not any excused absences.

Item #3 ACTION Approval Minutes

A motion to approve minutes from the August 7, 2014 was made by Mr. Finan and seconded by Ms. Trevino. A motion was made to approve minutes from the October 9, 2014 meetings was made by Ms. Linton and seconded by Mr. Meadows. Both motion were unanimously approved by the Committee.

Item #4 Animal Services Manager Report

Amber Adams, MPH, Animal Services Manager presented the manager's report with the following updates:

- 1) Vacancies: Shelter – 1 part time ACT position open. Person selected, going through HR process. In the field, currently we have 3 ACO's, 2 positions open – these positions are posted and applications are being collected.
- 2) The Assistant Manager, Monique Ryans, started on September 8th. She is doing a good job and has provided great assistance to me as Animal Services is a giant of a job for one person.

- 3) The Vet Tech started on October 30th, one week ago. She is still training, but she has shown to be enthusiastic and a self-starter. This position is also a giant of a job for one person. She is responsible for approximately 250 animals each day. This person has to be able to work independently and yet safely as she is administering medications and vaccines.
- 4) Rabies Cases: There have been 4 positive cases of Rabies reported since August. All 4 animals were bats. The cities were: Santa Fe, Texas City, Dickinson and Bayou Vista.
- 5) City of La Marque Citizens Police Academy: October 2, 2014 – Officer Tim Hall presented on the Animal Control Department and services provided and what a normal day in the life of an ACO is like. Article printed in the Post on Oct 8th.
- 6) Paws and Claws Event: Aug 16th and 17th: ARC attended and 21 animals were adopted this weekend.
- 7) Overall, things have been going very smooth in both the shelter and the field sides of Animal Services. The shelter is great shape, it's a beautiful facility, it's kept clean and smelling nice, the animals are well taken care of, the staff feel a sense of accomplishment each day, each time an animal is adopted it gives them a sense of pride and pushes them to keep going. I encourage them all to assist me in any ideas to promote live release. I am always asking for pictures for social media (which is a full time job in itself).
Field Side – Tim Hall was working 24/7 as the only officer for the entire County for several weeks. Now, there are 3 officers. The 2 new ones both started mid-September and are now off on their own in their own trucks.
- 8) Live Release Programs: Black Animal Program: From August to current, 62 animals have been adopted using this program. Sponsor A Heart Program: 19 animals adopted using donated funds from public. Pets of the Week: Offered for half price. Altered Pets: Offered for half price

Item #5 ACTION Financial Report: September 2014 and Review Fund Balance Reserve

Ms. Barroso presented the September 2014 financial report and the fund reserve balance reserve to the committee. A motion to approve the financial report and the review of fund balance reserve was made by Mr. Finan, seconded by Ms. Wright and unanimously approved by the Committee.

Item #6 ACTION Update on Galveston County Pet Registration Proposal

Ms. Barroso informed the advisory committee that the United Board of Health did not approve the fees set forth by the advisory committee. The Advisory Committee discussed and proposed a new fee structure. Mr. Finan made a motion to approve the new lifetime registration fees and that he would go to the United Board of Health meeting on December 10, 2014 to discuss with the board. The new lifetime registration fees proposed by the animal advisory committee are as follows: For alter animals: to get pets registered and microchipped \$40, \$30 for seniors. Pets already microchipped \$30, seniors \$20. Unaltered pets: to get registered and micro chipped \$60, \$50 for seniors. Pets already microchipped \$45, seniors \$35. Ms. Wright seconded the motion and the committee unanimously approved.

Item #7 Activity Reports by Jurisdiction

Ms. Barroso presented the January to December 2013 annual jurisdiction report and also the January to September 2014 annual jurisdiction report to the Animal Advisory Committee.

Item #8 Update from Animal Services Advisory Committee Members

Mr. Johnstone updated the committee that Bayou Vista was in agreement with the registration fees. Mr. Abdullah updated the committee that Hitchcock is in agreement as well. Ms. Wright suggested that “seniors” be designated as 55 years and up. Commissioner Holmes, Ms. Linton, and Mr. Finan had no updates for the committee.

Item #9 Public Comments

There were no public comments.

A motion was made by Commissioner Holmes to adjourn the meeting and the motion was seconded by Ms. Wright and unanimously approved by the committee at 2:02pm

Tentative Next Quarterly Meeting Date: February 5, 2015

James Osteen-Chair

Sherilyn Linton-Secretary

Date

Date